1.1 Assignment information
   a) Volunteer Name: Michael Mayott
   b) Host Organization: Loro-Oyam SACCO
   c) Assignment: Trouble shoot and update local area network. Implement Solar Power System; Evaluate implementation of automated records to QuickBooks Accounting Platform; Review Lending Policies.
   d) Dates of Assignment: 12 Sep – 19 Sep 2016
   e) Number of days worked: 4

1.2.1 Objective 1 in your SOW

   a) Troubleshoot local area network connectivity

   b) Expected impacts/results:

        i. regain local area network connectivity of all SACCO computers by wiring MSI computer to router.

        ii. Purchased and installed new mobile data modem

        iii. Installed TeamViewer software on all computers allowing remote access for troubleshooting.

        iv. Efficiency in access and updates to computerized records

   c) Recommendations[1]

        1. Purchase and install MSI computer wireless adapter

1.2.2 Objective 2 in your SOW

   a) Update Wireless Router

   b) Expected impacts/results:

        v. Purchased and Installed new Linksys wireless router

        vi. Consistent connectivity among local area network

   c) Recommendations

        vii. None

1.2.3 Objective 3 in your SOW

   a) Implement Solar Power Backup System

   b) Expected impacts/results

        viii. Consistent power source

        ix. Reliability of data

   c) Recommendations

        a. The solar power system monitoring indicates very light load when used to power the local area network, computers and lights; therefore, relying upon solar power as a primary source should be investigated.

---

[1] *Note:* Only make not more than 6 recommendations. The most useful recommendations for hosts are ones that they can implement themselves with minimal expense. For example, a cooperative might change its financial reporting procedures or hold more regular meetings of its board. Broad recommendations on tax or credit reform, changes in government policy, or investment in large-scale equipment, are usually not within the host organization's reach.

1.2.4 Objective 4 in your SOW

   a) Evaluate QuickBooks as a platform to record deposits and loans of SACCO members
   b) Expected impacts/results
      a. Accurate accounting of savings, member shares and loans
      b. Automated processing of financial reports
      c. Installed MiFOS X on a notebook server
         i. MiFOS is open source program developed specifically for SACOO's and microfinance centers.
   c) Recommendations
      a. Convert existing electronic data to Mifos
      b. Quality check each entry to paper documents
      c. Management and Staff to utilize online (free) training sources

1.2.5 Objective 5 in your SOW

   a) Review Loro-Oyam SACCO Policies
   b) Expected impacts / results
      a. Increase membership
      b. Increase profitability
      c. Sustainability of the SACCO
   c) Recommendations
      a. Develop a Dividend plan to increase member share purchases
      b. Develop savings programs targeted to needs of members
         i. School tuition savings
         ii. Christmas savings program
         iii. Wedding savings program
      c. Establish interest rate for savings
      d. Establish Mobile payment/deposit with vendor
         i. E.g. MTN

1.3 Action Plan

Recommendation	Specific Action	Responsible person	By when
1.MiFOS training	Mifos.org training materials	General Manager	On-going
2. Solar Power	Use as primary source	General Manager	ASAP
3. Data Integrity	daily input and review	General Manager /Staff	Immediately

1.4 Number of people Assisted
- a)   Through formal training: 3
- b)   Through direct technical assistance (Do not double count)
- c)   Out of these above, number of host staffs: 1
- d)   Training/assistance by field

Category	Total	Males	Females
Members/ owners	2	2	0
Employees	1	1	0
Clients/ Suppliers			
Family Members			
Total	3	3	0

1.5 Gender

a) What gender roles did you recognize in your host community? Did these roles play a part in your assignment? How?

Loro-Oyam SACCO is housed in an owner occupied building in the town center.

The host environment is easily defined as male dominated as most of the professionals are male. The SACCO accountant, who also doubles as a teller, is a well-educated and informed female who is an outstanding role model for the females in the area.

Three of the SACCO Board of Directors are female out of a total of nine.

b) How might CRS or the host organization improve opportunities for the women in this host or host community?

    a. The employment and promotion of females within the organization to roles of more responsibility; e.g. General Manager.

1.6 Value of volunteer (3 others also contributed) contribution in **$ 2,350**
- a. Hours volunteer spent preparing for assignment: 40+
- b. Estimated value of all material contributions volunteer contributed to host during assignment: $300 USD (Purchase and installation of solar power, internet modem and Huawei smart phone, note book computer with MIFOS software installed- 6,500 USD this contribution was sent while the volunteer was still in the US.)

1.7 Value of hosts' contribution in **$ 44.12**
- a) Meals
- b) Transportation
- c) Lodging
- d) Translation
- e) Other (Specify): Training venue for three days: $ 44.12

1.8 Host Profile Data:

Did you obtain any data that supplements or corrects the data in the existing host information as detailed in the SOW? Please list it.

1.9 Recommendations for CRS:

1.10 Press Release

FOR IMMEDIATE RELEASE

CONTACT: Michael Mayott
Volunteer
406-690-7012
mike@michael-mayott.com

[City] Area Volunteer Travels to Uganda to Share Skills with Local Farmers

Farmer to Farmer program promotes economic growth and Agricultural development in East Africa

Michael Mayott, a **volunteer** from **Billings, MT** travelled **to Uganda** for **1** weeks to share his technical skills and expertise with local farmers. Mike's assignment is part of Catholic Relief Services' Farmer-to-Farmer (FTF) program that promotes economic growth, food security, and agricultural development in East Africa.

Funded by the U.S. Agency for International Development (USAID), the five-year program matches the technical assistance of U.S. farmers, agribusinesses, cooperatives, and universities to help farmers in developing countries improve agricultural productivity, access new markets, and increase their incomes.

In **Uganda**, **Mike** worked with **Loro-Oyam Savings and Credit Cooperative** in **computer application** training and giving technical assistance to **their staff and Board of Directors** to enable them to **automate their client records.** Up to 1,200 beneficiaries were reached

Mike's volunteer assignment is one of nearly 500 assignments that focus on agriculture, food security and nutrition in Ethiopia, Tanzania, Kenya and Uganda. This is the first time CRS has been involved in the 28-year-old Farmer-to-Farmer Program funded by the U.S. government.

CRS is partnering with five U.S. institutions to tap into the rich diversity of the U.S. agriculture community: the National Catholic Rural Life Conference, Foods Resource Bank, National

Association of Agricultural Educators, American Agri-Women, and the University of Illinois' College of Agricultural, Consumer and Environmental Sciences.

The U.S. volunteers will travel to East Africa for anywhere from one to six weeks, their expenses covered by USAID.

"One thing we are certain of is that this program will be beneficial not just to the farmers in East Africa, but also to the volunteers from America," said Bruce White, CRS' director for the program. "It's going to make the world a little bit smaller for everyone involved."

For more information, visit farmertofarmer.crs.org

.

# # #

Catholic Relief Services *is the official international humanitarian agency of the Catholic community in the United States. The agency alleviates suffering and provides assistance to people in need in nearly 100 countries, without regard to race, religion or nationality. For more information, please visit crs.org or crsespanol.org.*